

Sangamon Valley LEPC

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AGENDA

September 20, 2012

8:30 AM

Sangamon County OEM Building

2801 N. Fifth Street

Springfield, IL 62702

Meeting Called to Order by David Butt, Chairman

Approval of Minutes from Last Meeting (05/17/2012)

Self-introductions

Recognition of LEPC Members

Welcome to Visitors

Old Business

Open Meetings Act Training at <http://foia.ilattorneygeneral.net/Default.aspx>

ETSD Site Addressing Project for the Sangamon County Dispatch Center

Hazardous Material Emergency Planning Grant (FFY2012 and FFY2013)

Report on Progress of Emergency Planning Project

Project Progress

Chair's Comments

Initial Tier 2 Report Filed by Hospital Sisters Health System

Requests Sent to Water Plants in Sangamon County

New Business

Addendum to Contract with Matt Helms for FFY2012

Contract with Matt Helms for FFY2013

CWLP Site Awareness Training Video

Another Mandated Program to Combine Sangamon and Menard Counties

Other Business Old or New

Meeting dates for balance of fiscal year (3rd Thursday of odd months, July excluded)

11/15/12, 1/17/13, 3/21/13 and 5/16/13

Next regular meeting: November 15, 2012, at the Office of the State Fire Marshal

Motion to adjourn the formal LEPC meeting

Opportunity for the invited public to review our planning documents & ask questions

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MINUTES OF THE SANGAMON VALLEY LEPC MEETING – September 20, 2012

The Chair, David Butt, called the meeting to order at 8:35 am, at the Sangamon County OEM Training Room, 2801 North Fifth Street, Springfield IL. This is the 2012 annual meeting designated specifically for public viewing and receipt of comments on our emergency plans.

There was a quorum with 18 members present: Linda Bradbury, American Red Cross (ARC); John Brennan, Memorial Medical Center (MMC); David Butt, Sangamon County OEM; Roger Cruse, Ameren; Amy Eden, ARC; Larry Graf, Menard County EMA; Tim Krell, Sangamon County Board; Mike Lopez, Sangamon County ETSD; Pat Metz, City Water, Light & Power (CWLP); Mike Moos, Sherman EMA; Dick Rentschler, MABAS Division 48; Beth Skeeters, 183d Air National Guard; Jim Strutz, American Water Works Association; Linda Swartz, Sangamon County Department of Public Health (SCDPH); Diana Wade, SCDPH; Rick Weber, Springfield Fire Department; Gregg Williams, Springfield Police Department and Mike Zagotta, SIU-School of Medicine.

Approval of the Minutes - Minutes from the LEPC meeting of May 17, 2012, were distributed via e-mail prior to this meeting. A motion was made by Mike Lopez, seconded by Pat Metz and approved unanimously to accept these minutes.

Introductions - Self-introductions were made around the room. Six visitors in attendance were recognized: Eric Bornemann, U.S. Department of Homeland Security; Matt Helms, Independent Planner; Joe Magnotta, Sangamon County GIS; Dale Schultz, Springfield-Sangamon County Regional Planning Commission; Russ Steil, Illinois Emergency Management Agency (IEMA) and Deb Watts, IEMA.

Old Business

Open Meeting Act (OMA) Training – The Chair read the names of the 21 members of the LEPC who have completed the OMA one-hour online training from the Attorney General. Beth Skeeters, Linda Swartz and Rick Weber submitted their certificates of completion to bring the total to 24. Members of all public bodies in Illinois must complete OMA training before December 31, 2012. Upon receiving these minutes, the Chair is asking that the final few members without certificates complete this training at <http://foia.ilattorneygeneral.net/Default.aspx>.

Addressing Project for Sangamon County Dispatch Center – Mike Lopez gave us an update on this project. He is verifying addresses provided by IEMA from Tier 2 Reports against addresses in the ETSD data base. Approximately 75% are verified. Alert icons have been added to the dispatchers' screens for these locations. Our LEPC meeting on March 21, 2013, will be held at the Sangamon County Dispatch Center and the committee will have an opportunity to view the information being provided to the dispatchers.

Hazardous Materials Emergency Planning (HMEP) Grant – The Chair first addressed the FFY2012 HMEP grant for the period that ends in 10 days. IEMA prepared a Grant Adjustment Notice (GAN) for our LEPC providing an additional \$2,160, for a total of \$32,750. These additional funds allowed us proceed with more new plans over the summer, rather than waiting until October. They will also allow us to consider last April's nickel increase to the state rate for mileage reimbursement on behalf of our Independent Contractor. Last June, the Chair submitted an application for the FFY2013 HMEP grant at the amount of \$35,310. To the extent that a "local match" is needed for this grant, we are recognized for the time that each LEPC member commits to our 5 meetings each year plus the time that the Chair spends working with our Independent Contractor to review new and updated plans.

Report on the Progress of Site Specific Planning Project – Our Independent Contractor, Matt Helms, reported on his activities since the May meeting. A spreadsheet was passed around identifying all plans that Matt has completed and the number of times that plans have been updated. After 7 years of progress (since October 1, 2005), 95 site specific plans for our 2-county planning district are completed. Two of the sites have become inactive since we first planned for them, but their plans are still retained. The Chair drew everyone's attention to all 95 plans on display for public inspection. Since our May meeting, Matt completed 7 new plans and 19 plans received their annual review. All 12 Propane plans that we intended to write this year have been completed, but one of these sites has now become inactive at Cook & South Dirksen in Springfield. Matt wanted John Brennan to know how well he was assisted by the facility emergency coordinator for both MMC's hospital and data center.

The Chair emphasized that the reason we have pursued planning for Propane is because Matt carried back a request from a fire chief who believed that plans for Propane storage were more valuable than plans for Sulfuric Acid stored in sealed batteries. We listened to that chief and set a goal to expand our program. The Chair noted that a second fire chief, member Louie Rogers, pointed out to us last year that his fire protection district has a data center for the St. John's Hospital parent company, but a Tier 2 Report was not being completed. That Tier 2 Report for Hospital Sisters Health System has now been filed.

Louie also questioned last year about the lack of Tier 2 Reports for water plants which, although smaller than CWLP, are still using Chlorine of some type. The Chair recognized Jim Strutz for assisting in identifying 7 Sangamon County and 4 Menard County water plants which have not filed Tier 2 Reports. We have first addressed the Sangamon County plants and mailed them all certified letters last month requesting their MSDS. One water district has sent its MSDS. The other 2 water districts and 2 municipal water operations have conversed with the Chair about doing so. We have yet to hear back from 2 municipal water operations.

New Business

Addendum to Contract with Matt Helms for FFY2012 – The Chair identified that this year our compensation to Matt for his mileage was budgeted as a flat \$3,000 paid bi-monthly using 50 cents per mile and believing that Matt would not exceed 6,000 miles, based on previous years. Because of all the new plans completed this year, Matt has already driven 6,000 miles with 10 days on the road getting signatures for all our September updates still in front of him. Also, Central Management Services increased the state rate for mileage reimbursement to 55.5 cents on April 17, 2012. The GAN from IEMA will allow us to increase our mileage allowance to Matt by \$440 to \$3,440 for the year. A motion was made by John Brennan, seconded by Dick Rentschler and approved unanimously to make an addendum to our FFY2012 contract with Matt Helms to pay him a lump sum of \$440 to increase the vehicle allowance which was capped at \$3,000.

Contract with Matt Helms for FFY2013 – The Chair identified the need to enter a new 12-month contract between the LEPC and Matt Helms. John Brennan told the committee about the positive comments at MMC for the work that Matt had done at its 2 facilities and how this reflects positively on our LEPC. John favors trying to find an increase for Matt's total package next year. Roger Cruse injected his belief that we should not be capping Matt's mileage reimbursement. The Chair replied that this was tried for the LEPC's convenience and not for Matt's convenience. It worked well in FFY2011, but poorly in FFY2012. A motion was made by John Brennan, seconded by Mike Lopez and approved unanimously to enter a contract with Matt Helms to pay \$210 for each completed site visit and \$210 for each completed site plan, also to pay \$200 for each site plan that is given its annual review, with mileage reimbursement to be paid at the state rate of 55.5 cents per mile and if the state mileage rate increases, we will pay at such higher rate. Mileage reimbursement will not be capped.

CWLP Site Awareness Training Video – All visitors to CWLP's plant must watch a safety video and take a written exam before entry. Pat Metz brought this training video to show the LEPC. It provides a good description and visualization of the Chlorine and Anhydrous Ammonia being used. Members of our committee come from a wide range of backgrounds and this information about chemicals we frequently discuss is valuable. The Chair thanked Pat and recognized him for assisting greatly in our work each year on the CWLP plan. This plan is held in 4 separate books reflecting different portions of the plant.

Combining Sangamon and Menard Counties – Our LEPC combines Sangamon and Menard Counties. At the May meeting we heard from Linda Wheeland about an on-demand bus system to be organized for our 2 counties. The Chair told the committee that it appears that Regional Office of Education 51 (ROE 51) may join Menard County schools with its Sangamon County schools. Our Comprehensive Emergency Response Plan for Hazardous Materials in Sangamon County refers to ROE 51 for an online directory of all K-12 schools in the county.

Other Business

Household Hazardous Waste Collection – Pat Metz brought fliers for Saturday's household hazardous waste collection at the State Fairgrounds. This is a safe and environmentally friendly way to properly dispose of many items. Illinois EPA and SCDPH host this event, but years have passed since we last had one.

9-1-1 Education Program – Mike Lopez explained that the Dispatch Center has a free program that it takes to first grade classes around Sangamon County. Demand this year is down 40% from last year. It is offered for free. It would be helpful if members could share information that this program is available and get schools to contact Mike's office.

Meeting Closure - The next LEPC meeting is scheduled for 8:30 am, November 15, 2012, at the Office of the State Fire Marshal (OSFM). Other meetings are 1/17/13, also at OSFM; 03/21/13, at the Sangamon County Dispatch Center and 05/16/13 at the Athens City Hall. There being no further business, a motion was made by Mike Moos, seconded by Linda Swartz and approved unanimously to adjourn the meeting at 9:55 am. The LEPC Chair and Independent Contractor remained available until 10:35 for the invited public to review planning documents and ask questions. Several visitors at the meeting remained after to view our plans.